

TAB

CONFIDENTIAL

IMPLEMENTATION OF THE CAREER SERVICE PROGRAM

Synchronized action that could be taken

as of 1 March 1952

<u>Action</u>	<u>Method</u>
a. Issue DCI statement on the Career Service Policy (see Tab B)	a. Notification to <u>all</u> Personnel by CIA Notice
b. Issue Procedure concerning Employee Evaluations (see Tab D)	b. Notification to <u>all</u> Personnel by CIA Notice and CIA Regulation
c. Issue Employee Evaluation Manual and announce administrative indoctrination schedules	c. Distribution to <u>all</u> Personnel
d. Activate the CIA Career Service Board and Activate the <u>Office</u> Career Service Boards (see Tab G)	d. Notification to <u>all</u> Personnel by CIA Regulation
e. Issue Procedure concerning participation in the Development Program (see Tab C)	e. Notification to <u>all</u> Personnel by CIA Notice
f. Issue Establishment of Distinguished Service Award Program (see Tab E, Part I)	f. Notification to <u>all</u> Personnel by CIA Notice and CIA Regulation
g. Issue Hazardous Duty Pay Policy and Schedules (see Tab E, Part I and II)	g. Notification to employees and staff agents concerned by covert office circulars and Confidential Funds Regulations

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